

EMPLOYEE RECALL ELIGIBILITY RECORD

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TO BE COMPLETED BY THE DEPARTMENT: Complete an Employee Recall Record form for each employee who is eligible to be on the Recall List. Send the completed form to: IDAS-HRE, Customer Information Services, Attn: Employment Team.

S.S.#	Nan	ne	
		(First)	(MI) (Last)
Address		Phone ()	
	(Street)		(Days)
	ity) (State) (Zip Code)	Phone ()	(Evenings)
(0)	ity) (State) (Zip Code)		(Evenings)
Department _		_ Layoff Unit	
Separation Da	ateBarg. Unit/Status _	Class Code _	Pay Grade
Employment S	Status: Full-time Part-time	Class Title	
Seniority Date	e R	tetention Points	
IUP Seniority	Date		
Date released	to go on Recall (medical)	(Applies only	y to SPOC, IUP and AFSCME employees)
Classes from reclassificatio	which voluntarily or disciplinarily demot n):	ed (do not include	demotion in lieu of layoff or downward
To the best of	f your knowledge, do you have the con	nplete personnel fi	
CHECK (√) O	NLY ONE OF THE FOLLOWING:		Yes No
1	Laid off.		
2	Bumped in lieu of layoff (Employee	to complete Section	on B only and sign Section C).
3	Reduction in hours from	to	hours per pay period.
4	Employee did not accept reassignment over 25 miles (Does not apply to SPOC covered).		
	a. Reassignment offer was ma	ade in conjunction	with a layoff: Yes No
5	Employee released to return to Compensation injury. (Applies onl		ong term disability or a Workers' nd AFSCME employees)
6	Employee position eliminated due to	o outsourcing.	
Personnel As	sistant	Phone Numb	per: (
Signature		Date	
	Appointing Authority		

В. І	TO BE COMPLETED	BY THE EMPLOYEE:	AVAILABILITY
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PLACE A MARK (X) IN THE BOXES BELOW FOR $\underline{\text{ONLY}}$ THOSE COUNTIES WHERE YOU ARE WILLING TO BE RECALLED TO WORK, AND MOVE IF NECESSARY.

County		County	
☐ 1 Adair		☐ 51 Jefferso	n
☐ 2 Adams		☐ 52 Johnsor	า
□ 3 Allamakee		☐ 53 Jones	
☐ 4 Appanoose		□ 54 Keokuk	
☐ 5 Audubon		□ 55 Kossuth	l
☐ 6 Benton		□ 56 Lee	
☐ 7 Black Hawk		☐ 57 Linn	
☐ 8 Boone		□ 58 Louisa	
□ 9 Bremer		☐ 59 Lucas	
☐ 10 Buchanan		☐ 60 Lyon	
☐ 11 Buena Vista		□ 61 Madisor	า
☐ 12 Butler		□ 62 Mahask	а
☐ 13 Calhoun		☐ 63 Marion	
☐ 14 Carroll		□ 64 Marshal	I
☐ 15 Cass		☐ 65 Mills	
☐ 16 Cedar		□ 66 Mitchell	
☐ 17 Cerro Gordo		□ 67 Monona	1
☐ 18 Cherokee		☐ 68 Monroe	
☐ 19 Chickasaw		☐ 69 Montgo	•
☐ 20 Clarke		☐ 70 Muscati	ne
□ 21 Clay		☐ 71 O'Brien	
☐ 22 Clayton		☐ 72 Osceola	l
□ 23 Clinton		□ 73 Page	
☐ 24 Crawford		☐ 74 Palo Alt	
□ 25 Dallas		☐ 75 Plymout	
□ 26 Davis		☐ 76 Pocaho	
☐ 27 Decatur		☐ 77 Polk (C	-
☐ 28 Delaware		of Des Moi	•
☐ 29 Des Moines		☐ 78 Pottawa	
☐ 30 Dickinson		☐ 79 Powesh	-
☐ 31 Dubuque		□ 80 Ringgol	d
☐ 32 Emmet		□ 81 Sac	
☐ 33 Fayette		□ 82 Scott	
☐ 34 Floyd		□ 83 Shelby	
☐ 35 Franklin		□ 84 Sioux	
☐ 36 Fremont		□ 85 Story	
☐ 37 Greene		□ 86 Tama	
☐ 38 Grundy ☐ 39 Guthrie		□ 87 Taylor	
□ 39 Gutille □ 40 Hamilton		□ 88 Union	
□ 40 Hannilon		□ 89 Van Bur	
□ 42 Hardin		☐ 90 Wapello☐ 91 Warren	,
□ 43 Harrison		□ 91 Warren	aton
□ 44 Henry		□ 92 Washing	gion
□ 45 Howard		□ 94 Webste	r
□ 46 Humboldt		☐ 94 Webste	
□ 47 Ida		☐ 96 Winnes	
□ 48 Iowa		☐ 97 Woodbu	
□ 49 Jackson		□ 98 Worth	^·· y
□ 50 Jasper		□ 99 Wright	
· -r -			
ARE YOU WILLING TO BE RECALLED FOR:	☐ FULL-TIME	☐ PART-TIME	☐ EITHER
OEN 550 0404 D 0/04	•		

	TO BE COMPLETED BY THE EMPLOYEE: "PICK 15" (Employees who bump in lieu of
C	layoff, Noncontract employees and employees covered by the SPOC contract are NO ELIGIBLE to apply for "Pick 15" job classes. Only SPOC employees returning from LTI
U .	ELIGIBLE to apply for "Pick 15" job classes. Only SPOC employees returning from LTI
	are eligible to pick 25 classes for recall.

List the number of job classes you are eligible to apply for and to which you will accept recall (see above statement). <u>SUBMIT A COMPLETED IDAS-HRE APPLICATION WITH THIS FORM.</u>

Class Code	Class Title	Class Code Class Title
1		14
2		15
3		16
4		17
5	- 	18
6		19
7		20
8		21
9	·	22
10	-	23
11	-	24
12		25
13		
Administrative Moines, IA & Contract cover probationary record will be during the property of the Contract Cover Probationary record will be during the property of the Cover Probation	we Services – Human Resources Enterp 50319-0150. Wered employees recalled to a class not period during which time they may be reterestored and a new recall period set. It robationary period, an employee can be laced and That MY NAME WILL BE REMOVE	ED FROM THE RECALL LIST IF I FAIL TO RESPOND
OF THE CIR		SITION IN ANY OF THE CLASSES OR UNDER ANY DICATED AVAILABILITY (INCLUDING THE CLASS
Signature		Date